

1290.01 Bond Sales

Issued January 1, 1994

SUBJECT: Bond Sales

APPLICATION: Executive Branch, Departments and Sub-units, Community Colleges and State Universities.

PURPOSE: To sell bonds for new construction, renovations of and additions to existing buildings or facilities.

CONTACT AGENCY: Department of Management and Budget (DMB)
State Building Authority (SBA)
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SUMMARY: The Legislature authorizes the State Building Authority (SBA) to provide bonds for the construction of a new building or facility, or the renovation or addition to an existing building or facility.

APPLICABLE FORMS: None.

PROCEDURES:

Legislature:

- Authorizes a project to be funded by State Building Authority bonds.

DMB Facilities Administration:

- Contracts for design and construction of the facility. See Procedure 0110.08.

SBA:

- Develops a complete project budget and estimated cash flow for financing.
- Obtains bond counsel, financial advisors, and appraisers.
- Appoints bond underwriter.
- Prepares proposed lease documents.
- Obtains Legislative and State Administrative Board approval of lease.
- Adopts resolution to issue bonds.
- Issues official statement and market bond issue.
- Review bids from buyers/underwriters.
- Sells and delivers bonds.

DMB Facilities Administration:

- Completes construction of facility.

Agency:

- Occupies facility.

Legislature:

- Appropriates annual rental funds.
